

# Chelan-Douglas Transportation Council (CDTC)

## MEETING MINUTES | MAY 13, 2021

### GOVERNING BOARD MEMBERS PRESENT:

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Randy Agnew, City of Rock Island  
Jerrilea Crawford, City of East Wenatchee  
Jim Fletcher, City of Cashmere  
Kevin Overbay, Chelan County

JC Baldwin, Regional Port Authority  
Richard DeRock, Link Transit  
Frank Kuntz, City of Wenatchee  
Dave Bierschbach, WSDOT - NCR

### STAFF & EX-OFFICIO MEMBERS PRESENT:

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Jeff Wilkens, Executive Director  
Riley Shewak, Transportation Planner  
Janet Conklin, City of Bridgeport

Chad Daggett, Clerk of the Board  
Jill Thompson, Town of Waterville  
Bob Goedde, City of Chelan

### GUESTS PRESENT:

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Richard Palmer, Colville Confederated Tribes  
Cassidy Cue, East Wenatchee Resident  
Eric Pierson, Chelan County  
Aaron Simmons, Douglas County  
Tom Wachholder, City of East Wenatchee  
Rob Jammerman, City of Wenatchee

Representative Keith Goehner, 12<sup>th</sup> District  
Nick Manzano, WSDOT - NCR  
Max Nelson, WSDOT - NCR  
Kate Tollefson, WSDOT - NCR  
Chris Keifenheim, WSDOT - NCR  
George Mazur, WSDOT - NCR

*Due to the Governor's Phase III allowance of 50% capacity, the CDTC Governing Board convened in-person at the Confluence Technology Center (285 Technology Center Way in Wenatchee) and also through remote access via Zoom. Board members, Ex-Officio Board Members and Guests were given a link for Zoom video conferencing and a Zoom generated telephone number was distributed to the public with the draft agenda/board meeting public notice; the public was able to listen to the meeting telephonically as well as attend in-person if desired. Masks and social distancing was enforced.*

#### 1) Call to Order & Introductions

Upon a quorum, the meeting was called to order at 9:02 a.m. by CDTC Chair, Randy Agnew. Introductions were made around the room and via Zoom.

#### 2) Approval of Consent Agenda

- May 13, 2021 Draft Meeting Agenda
- March 11, 2021 Draft Meeting Minutes
- Monthly Financial Reports *(through March 2021)*
- March 2021 Payroll: \$30, 800.02; April 2021 Payroll: \$30, 800.03
- March 2021 Vouchers/Checks 00345703 – 00345714: \$15,320.20; April 2021 Vouchers/Checks 354358 – 354357: \$35,922.26
- Approval of new Regional Bicycle Advisory Committee Members

Upon a motion by Jim Fletcher, seconded by Frank Kuntz, the Board unanimously approved the consent agenda as presented. Motion carried.

### **3) Open Public Comment Period**

Chair Randy Agnew inquired of any public comments. East Wenatchee resident, Cassidy Cue addressed the Board regarding SR 28 in East Wenatchee & Rock Island, WA. Afterward, there were no other public comments.

### **4) Update on 2021 Obligation Authority (OA) Delivery Plan for Federal Funds**

Jeff Wilkens explained the 2021 OA delivery plan for federal funds and presented additional details via a staff report within the board packet.

### **5) Preliminary FY 2022 Budget & Work Program Review**

Jeff Wilkens presented the Board a preliminary budget and work program (UPWP) for the upcoming fiscal year 2022. Mr. Wilkens stated that the UPWP is developed in a format required by state and federal granting agencies. Mr. Wilkens stated that the CDTC Executive Committee reviewed the budget in April 2021 with no changes. In addition, the state and federal agency personnel met virtually with CDTC staff on April 13, 2021 to review and discuss the draft work program. The Board had no changes to the preliminary information presented. The budget and work program will be finalized and presented to the Board for approval at the June 2021 board meeting.

### **6) Board Member Voting & Dues Structure**

The discussion was led by CDTC board member, Commissioner Kyle Steinburg. Mr. Steinburg presented an idea for small towns and cities to take part in paying annual CDTC membership dues. The Board briefly discussed the topic and tabled the discussion until after the small town and city mayors meet and discuss at their quarterly luncheon May 19, 2021.

### **7) Letter of Support for Funding Request to Senator Patty Murray**

Mayor Randy Agnew requested a letter of support from the Board regarding a federal infrastructure package request to the attention of Senator Patty Murray to fund a four-lane highway from I-90 to Wenatchee. A motion was made by Kyle Steinburg, seconded by Jim Fletcher. After discussion, the Board voted 2 / 5 against. Richard DeRock abstained; JC Baldwin had left the meeting earlier due to a prior commitment. Motion failed.

### **8) Legislative Update**

Jeff Wilkens introduced Representative Keith Goehner and invited him to address the Board regarding the recent completion of the legislative session. Mr. Wilkens then gave a brief update on state and federal funding issues including an update on the INFRA grant.

### **9) Director's Report**

Jeff Wilkens updated the Board on the following:

- Chad Daggett earned the Certified Municipal Clerk (CMC) designation through the International Institute of Municipal Clerks in March 2021. The prestigious certification is nationally and internationally recognized within local and parliamentary government.
- Riley Shewak gave the Board a brief update on the CDTC Highway Safety Assessment Tool
- The Washington State Transportation Commission is hosting a "Wenatchee Valley" focused meeting on June 15 & 16. Mr. Wilkens is assisting with the development of the agenda.

### **10) Member Roundtable – Transportation Updates**

Mayor Jerrilea Crawford announced that June 4, 2021 will be Tom Wachholder's last day at the City of East Wenatchee. Mayor Crawford commended the excellence of Mr. Wachholder's work as the City's Project Development Manager and congratulated him on his new job as Public Works Director for the City of Leavenworth. Afterward, other Board members gave a brief update on their ongoing transportation project(s).

**11) Adjournment**

Chair Randy Agnew adjourned the meeting at 10:51 a.m.

**MINUTES APPROVED: June 10, 2021**

  
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RANDY AGNEW | 2021 Board Chair

ATTEST:   
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JEFF WILKENS | Executive Director

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